

**TOWN OF DARIEN  
BOARD OF SELECTMEN  
REGULAR MEETING  
NOVEMBER 28, 2011**

**ATTENDANCE:** 1<sup>st</sup> Selectman Stevenson; Gerald Nielsen; Dave Campbell;  
John Lundeen

**STAFF:** Karl Kilduff, Administrative Officer

**OTHER:** Bob Steeger, Director of Public Works

**CALL TO ORDER**

1<sup>st</sup> Selectman Stevenson called the meeting to order at 7:50 p.m.

**1<sup>ST</sup> SELECTMAN'S REPORT**

1<sup>st</sup> Selectman Stevenson said she hoped that everyone had a nice Thanksgiving holiday. She explained that Mr. Bayne was sorry that he was unable to make the meeting. She said they all recently attended a meeting of the Connecticut Housing Coalition describing a new law, as of October 1, 2011, Public Act 11-203. She said this new law dictates how the Housing Authority will elect their members. She said it will give residents a bigger voice and greater accountability to all the residents that are served by the Housing Authority. She said they are about to begin the process of sending out information to affect their first public vote.

1<sup>st</sup> Selectman Stevenson said that there are a lot of things going on around town. The framing of the new warming hut for the paddle tennis courts at Weed Beach is underway. The communications pole is up at the Darien Police Station. She said the Darien Sports Shop tree lighting was held last night and was a fabulous community-wide event.

**ADMINISTRATIVE OFFICER'S REPORT**

Mr. Kilduff explained that the natural gas line is now installed and they can switch over to natural gas to start saving commodities. He said that the internal budget building process begins in December, and January will kick off the Board of Selectmen budget process. They need to set a budget schedule at an upcoming meeting.

**PUBLIC COMMENT**

There was no public comment.

**NEW BUSINESS**

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- a) Discuss and Take Action on a Resolution Authorizing and Directing the First Selectman to Execute a Memorandum of Understanding with the State of Connecticut Department of Emergency Services and Public Protection for Geographic Information Data

1st Selectman Stevenson explained that this had been approved in the past. She said this change reflects a change in administration.

**\*\* MR. CAMPBELL MOVED TO APPROVE THE RESOLUTION  
AUTHORIZING AND DIRECTING THE FIRST SELECTMAN TO  
EXECUTE A MEMORANDUM OF UNDERSTANDING WITH THE STATE  
OF CONNECTICUT DEPARTMENT OF EMERGENCY SERVICES AND  
PUBLIC PROTECTION FOR GEOGRAPHIC INFORMATION DATA**

**WHEREAS, THE STATE OF CONNECTICUT HAS THE RESPONSIBILITY  
TO FINANCE CERTAIN COSTS OF THE ENHANCED 9-1-1 SYSTEM IN  
CONNECTICUT; AND**

**WHEREAS, IN FULFILLING THAT RESPONSIBILITY, THE STATE OF  
CONNECTICUT HAS ENTERED INTO A LICENSE AGREEMENT WITH  
TELE ATLAS NORTH AMERICA, INC. FOR GEOGRAPHIC  
INFORMATION DATA; AND**

**WHEREAS, THROUGH ITS LICENSE AGREEMENT, THE STATE OF  
CONNECTICUT HAS ALLOWED MUNICIPALITIES TO ACCESS  
CERTAIN MAPPING PRODUCTS; AND**

**WHEREAS, THE BOARD OF SELECTMEN WISHES TO SECURE ACCESS  
TO SAID MAPPING PRODUCTS TO ENHANCE THE TOWN'S  
GEOGRAPHIC INFORMATION SYSTEM.**

**NOW, THEREFORE, BE IT RESOLVED THAT THE TOWN OF DARIEN  
BOARD OF SELECTMEN HEREBY AUTHORIZE AND DIRECT FIRST  
SELECTMAN, JAYME STEVENSON, TO EXECUTE AN AGREEMENT  
WITH THE STATE OF CONNECTICUT, DEPARTMENT OF EMERGENCY  
SERVICES AND PUBLIC PROTECTION; WHICH GOVERNS THE USE OF  
GEOGRAPHIC INFORMATION DATA BEING DISTRIBUTED BY THE  
CONNECTICUT DEPARTMENT OF EMERGENCY SERVICES AND  
PUBLIC PROTECTION UNDER AN ENTERPRISE LICENSE AGREEMENT  
WITH TELE ATLAS NORTH AMERICA, INC.**

**BE IT FURTHER RESOLVED THAT JAYME STAEVENSON AS FIRST  
SELECTMAN IS AUTHORIZED TO SIGN ALL DOCUMENTS IN  
CONNECTION WITH THE AGREEMENTS REFERED TO HEREIN.**

**\*\* MR. NIELSEN SECONDED.**

**\*\* MOTION PASSED UNANIMOUSLY.**

- b) Discuss and Take Action on Resolution Authorizing and Directing the First Selectman to Execute an Emergency Management Planning Grant Agreement with the Connecticut Department of Public Health

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**\*\* MR. CAMPBELL MOVED TO APPROVE THE RESOLUTION  
AUTHORIZING AND DIRECTING THE FIRST SELECTMAN TO  
EXECUTE AN EMERGENCY MANAGEMENT PLANNING GRANT  
AGREEMENT WITH THE CONNECTICUT DEPARTMENT OF PUBLIC  
HEALTH**

**WHEREAS, THE STATE OF CONNECTICUT DEPARTMENT OF PUBLIC  
HEALTH PROVIDES GRANT FUNDING TO SUPPORT PUBLIC HEALTH  
PREPAREDNESS IN THE EVENT OF AN EMERGENCY; AND  
WHEREAS, THE TOWN OF DARIEN HAS APPLIED FOR AND BEEN  
AWARDED A GRANT OF \$98,490 FOR THIS PURPOSE; AND  
WHEREAS, THE BOARD OF SELECTMEN WISHES TO SECURE SUCH  
GRANT FUNDING.**

**NOW, THEREFORE, BE IT RESOLVED THAT THE DARIEN BOARD OF  
SELECTMEN HEREBY AUTHORIZES AND DIRECTS JAYME  
STEVENSON, FIRST SELECTMAN TO EXECUTE A GRANT  
AGREEMENT WITH THE STATE OF CONNECTICUT DEPARTMENT OF  
PUBLIC HEALTH;**

**BE IT FURTHER RESOLVED THAT JAYME STEVENSON, FIRST  
SELECTMAN IS AUTHORIZED TO MAKE, EXECUTE AND APPROVE ON  
BEHALF OF THE TOWN OF DARIEN, ANY AND ALL CONTRACTS OR  
AMENDMENTS THEREOF WITH THE STATE OF CONNECTICUT  
DEPARTMENT OF PUBLIC HEALTH RELATED TO THE PUBLIC HEALTH  
PREPAREDNESS GRANT (CONTRACT LOG #2012-1014).**

**\*\* MR. NIELSEN SECONDED.**

**\*\* MOTION PASSED UNANIMOUSLY.**

- c) Discuss and Take Action on a Resolution Endorsing a Regional Performance Incentive Program Grant Application by the South Western Regional Planning Agency

**\*\* MR. NIELSEN MOVED TO APPROVE THE RESOLUTION ENDORSING A  
REGIONAL PERFORMANCE INCENTIVE PROGRAM GRANT  
APPLICATION BY THE SOUTH WESTERN REGIONAL PLANNING  
AGENCY**

**WHEREAS, THE STATE OF CONNECTICUT, THROUGH THE OFFICE OF  
POLICY AND MANAGEMENT PROVIDES REGIONAL PERFORMANCE  
INCENTIVE PROGRAM GRANT FUNDING; AND  
WHEREAS, MUNICIPALITIES ACCESS THE GRANTS THROUGH THEIR  
RESPECTIVE REGIONAL PLANNING ORGANIZATIONS LIKE THE  
SOUTH WESTERN REGIONAL PLANNING AGENCY (SWRPA); AND  
WHEREAS, ONE OF THE GRANT ELIGIBLE ACTIVITIES IS THE "JOINT  
PROVISION FOR A SERVICE OR SERVICES CURRENTLY PROVIDED**

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**BY MUNICIPALITIES, BUT NOT CURRENTLY PROVIDED ON A REGIONAL BASIS”; AND  
WHEREAS, SWRPA WOULD SUBMIT A GRANT PROPOSAL FOR A REGIONAL ORTHOIMAGERY FLIGHT WHICH WOULD PUT MULTIPLE MUNICIPALITIES ON THE SAME UPDATE CYCLE FOR SUCH DATA COLLECTION THUS PROVIDING POTENTIAL FOR FUTURE COST SAVINGS; AND  
WHEREAS, THE BOARD OF SELECTMEN WISHES TO PARTICIPATE IN THIS REGIONAL FUNDING INITIATIVE FOR THE BENEFITS THE PROJECT WILL PROVIDE.  
NOW, THEREFORE, BE IT RESOLVED THAT THE DARIEN BOARD OF SELECTMEN HEREBY ENDORSE THE REGIONAL PERFORMANCE INCENTIVE PROGRAM PROPOSAL REFERENCED IN SECTION 5 OF PUBLIC ACT 11-61 (AN ACT CONCERNING RESPONSIBLE GROWTH) AS DEVELOPED BY THE SOUTH WESTERN REGIONAL PLANNING AGENCY.**

**\*\* MR. CAMPBELL SECONDED.**

**\*\* MOTION PASSED UNANIMOUSLY.**

- d) Discuss and Take Action on Special Appropriation from Parking Fund for Sidewalk and Staircase Repair and Replacement at Noroton Heights Train Station

1<sup>st</sup> Selectman Stevenson read the following information into the record for the public’s information:

The sidewalk and curbing adjacent to the Noroton Heights Train Station building and handicap parking spaces along with one of the concrete stair cases to the railroad platform have deteriorated and are in need of repair. This work is part of the Noroton Heights Railroad Station Long Range Improvement Plan. The repair and replacement will include new concrete steps adjacent to the building and platform, concrete curbing, concrete sidewalk, and incidental asphalt paving.

Mr. Steeger said they hope to start the work before the winter weather begins. 1<sup>st</sup> Selectman Stevenson said it was important to note that this transfer is out of the dedicated parking fund.

**\*\* MR. LUNDEEN MOVED TO APPROVE THE SPECIAL APPROPRIATION OF \$45,000 FROM THE RAILROAD PARKING FUND FOR SIDEWALK AND STAIRCASE REPAIR AND REPLACEMENT AT NOROTON HEIGHTS TRAIN STATION.**

**\*\* MR. CAMPBELL SECONDD.**

**\*\* MOTION PASSED UNANIMOUSLY.**

- e) TRANSFERS

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**Public Works – Sewer Fund**

**RESOLVED:**

That the following transfer of appropriations is approved for referral to the Board of Finance:

**From:**

| <u>Acct. No</u> | <u>Account</u> | <u>Amount</u>    |
|-----------------|----------------|------------------|
| 24448804-49000  | Fund Balance   | \$ 60,000        |
|                 | <b>TOTAL</b>   | <b>\$ 60,000</b> |

**To:**

| <u>Acct. No</u> | <u>Account</u>       | <u>Amount</u>    |
|-----------------|----------------------|------------------|
| 34448814-84026  | Collect System Rehab | \$ 60,000        |
|                 | <b>TOTAL</b>         | <b>\$ 60,000</b> |

Mr. Steeger explained they could expect a cost savings of approximately \$8,000 in operating costs per year by implementing this software. The software will allow for quicker response time to trouble shoot the problem through the computerized system.

- \*\* MR. CAMPBELL MOVED TO APPROVE THE TRANSFER OF \$60,000 FROM THE FUND BALANCE ACCT TO THE COLLECT SYSTEM REHAB ACCT.**
- \*\* MR. NIELSEN SECONDED.**
- \*\* MOTION PASSED UNANIMOUSLY.**

**Public Works**

**RESOLVED:**

That the following transfer of appropriations is approved for referral to the Board of Finance:

**From:**

| <u>Acct. No</u> | <u>Account</u>   | <u>Amount</u>   |
|-----------------|------------------|-----------------|
| 1070400-86600   | Contingency Fund | \$ 5,300        |
|                 | <b>TOTAL</b>     | <b>\$ 5,300</b> |

**To:**

| <u>Acct. No</u> | <u>Account</u>   | <u>Amount</u>   |
|-----------------|------------------|-----------------|
| 10402144-82022  | Traffic Markings | \$ 5,300        |
|                 | <b>TOTAL</b>     | <b>\$ 5,300</b> |

Mr. Steeger explained that this transfer is for painting and installation of signal loops at 6 locations after the paving program was completed.

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- \*\* MR. LUNDEEN MOVED TO APPROVE THE TRANSFER OF \$5,300 FROM THE CONTINGENCY ACCT TO THE TRAFFIC MARKINGS ACCT.**
- \*\* MR. CAMPBELL SECONDED.**
- \*\* MOTION PASSED UNANIMOUSLY.**

**RESOLVED:**

That the following transfer of appropriations is approved for referral to the Board of Finance:

**From:**

| <u>Acct. No</u> | <u>Account</u>    | <u>Amount</u>   |
|-----------------|-------------------|-----------------|
| 10405154-82013  | Solid Waste Disp. | \$ 9,000        |
|                 | <b>TOTAL</b>      | <b>\$ 9,000</b> |

**To:**

| <u>Acct. No</u> | <u>Account</u>    | <u>Amount</u>   |
|-----------------|-------------------|-----------------|
| 10405154-82007  | Professional Svcs | \$ 9,000        |
|                 | <b>TOTAL</b>      | <b>\$ 9,000</b> |

Mr. Steeger explained that the system is over 10 years old and has never been upgraded. There have been numerous company changes, as well as customer support changes. The new company, PC Scale Tower, now provides a comprehensive package. The system can now generate data for dump users.

- \*\* MR. NIELSEN MOVED TO APPROVE THE TRANSFER OF \$9,000 FROM THE SOLID WASTE DISP ACCT TO THE PROFESSIONAL SVCS ACCT.**
- \*\* MR. LUNDEEN SECONDED.**
- \*\* MOTION PASSED UNANIMOUSLY.**

**AGENDA REVIEW**

1<sup>st</sup> Selectman Stevenson said they will have an update on the Hoyt Street sidewalk project, and an update on the Darien Housing Authority Allen O'Neill redevelopment, at either the December 12<sup>th</sup> or the December 19<sup>th</sup> meeting.

**APPOINTMENTS/RE-APPOINTMENTS**

Consider and take action on the following re-appointments:

- a) Polly Lowman to the Social Services Commission for 3-year term beginning on December 1, 2011 and expiring on November 30, 2014.

- \*\* MR. CAMPBELL MOVED TO APPROVE THE RE-APPOINTMENT OF POLLY LOWMAN TO THE SOCIAL SERVICES COMMISSION FOR A 3-**

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**YEAR TERM BEGINNING ON DECEMBER 1, 2011 AND EXPIRING ON  
NOVEMBER 30, 2014.**

**\*\* MR. NIELSEN SECONDED.**

**\*\* MOTION PASSED UNANIMOUSLY.**

### **APPROVAL OF MINUTES**

Regular Meeting of October 17, 2011

This vote was tabled.

Regular Meeting of November 14, 2011

The change to the regular meeting of November 14, 2011 is as follows:

On page 1, and throughout, change "1<sup>st</sup> Selectwoman Stevenson" to "1<sup>st</sup> Selectman Stevenson".

**\*\* MR. NIELSEN MOVED TO APPROVE THE MINUTES OF THE REGULAR  
MEETING OF NOVEMBER 14, 2011 AS AMENDED.**

**\*\* MR. CAMPBELL SECONDED.**

**\*\* MOTION PASSED UNANIMOUSLY.**

Special Meeting of November 21, 2011

The change to the Special Meeting of November 21, 2011 is as follows:

On page 1, change "1<sup>st</sup> Selectman Stevenson added that he question" to "1<sup>st</sup> Selectman Stevenson added that the question".

**\*\* MR. LUNDEEN MOVED TO APPROVE THE MINUTES OF THE SPECIAL  
MEETING OF NOVEMBER 21, 2011 AS AMENDED.**

**\*\* MR. CAMPBELL SECONDED.**

**\*\* MOTION PASSED UNANIMOUSLY.**

### **FORTHCOMING MEETINGS**

December 12, 2011 Board of Selectman regular Meeting at 7:45 p.m.

December 13, 2011 Board of Finance Regular Meeting at 7:30 p.m.

December 13, 2011 Board of Education Regular Meeting at 7:30 p.m.

December 14, 2011 Parks & Recreation Commission Regular Meeting at 7:30 p.m.

### **ADJOURNMENT**

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**\*\* MR. CAMPBELL MOVED TO ADJOURN.**  
**\*\* MR. LUNDEEN SECONDED.**  
**\*\* MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Carolyn Marr  
Telesco Secretarial Services

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